

United States Embassy, Dhaka, Bangladesh
Message for U.S. citizens
U.S. Citizen Service hours in Sylhet
March 24, 2015

American Citizen Services (ACS) is planning a trip to Sylhet to provide various consular services. Please see below for a detailed schedule.

During our trip to Sylhet, will be accepting passport (renewals, adding extra pages, etc.) and Consular Report of Birth Abroad (CRBA) applications, and conducting notarial services on Thursday, April 2, 2015 in the morning. Please note that we will only be accepting the passport and CRBA cases, not approving them. Since there will be no access to our consular databases the Consular Officer will review the documents and do the proper system checks upon return to our office in Dhaka. We will notify subjects of the final decision. If you plan to submit information for a pending (previously submitted) case please send us an email by March 30, 2015 with the name and date of birth of the case subject.

Event: U.S. Citizen Services Hours in Sylhet
Date and Time: Thursday, April 2, 2015, between 8:30 a.m. and 12:30 p.m.
Place: Rose View Hotel, Shahjalal Uposhohor, Sylhet - 3100

Since we would have limited cashiering resources we will only be taking fees in Bangladeshi taka. The following are the fees for various services we will provide:

Minor passport renewal	8,300 taka
Adult passport renewal	8,690 taka
First-time adult passport (16 years or older)	10,670 taka
Adding extra pages	6,480 taka
Consular Report of Birth Abroad and Minor Passport	16,200 taka
Notarial Fee	3,950 taka per notarial seal

Note: Exact change will be appreciated

Please bring all required documents to submit with your application. You should also bring photo copies of each original document that is required for your application. We will match the copies with the originals, return the originals and keep the copies for the file. Incomplete applications will not be accepted. For detailed information on documents and other requirements, please visit our website at: <http://dhaka.usembassy.gov/service.html>.
Please bring your U.S. passport for admission.

During our time in Sylhet, the consular section also plans to conduct two outreach events, an immigrant visa clinic which will include a presentation on employment, investment, and family-

based immigrant visas, and a seminar for perspective Bangladeshi student visa applicants, to discuss the application process, requirements, and how to best prepare for the interview. The timings for each of the outreach events are as follows:

Event: Immigrant Visa Clinic in Sylhet
Date and Time: Thursday, April 02, 2015, between 4:00 p.m. and 6:00 p.m.
Place: Rose View Hotel, Shahjalal Uposhohor, Sylhet - 3100

Event: Student Visa outreach in Sylhet
Date and Time: Friday, April 03, 2015, between 10:30 a.m. and 11:30 a.m.
Place: The American Corner, Sylhet International University, Shamimabad, Bagbari, Sylhet

Those who plan to attend the immigrant visa clinic should send an email RSVP to DhakaIV@state.gov.

Emergency services for U.S. citizens are available at all times [U.S. Embassy Dhaka](#) is located at Madani Avenue, Baridhara, Dhaka, Bangladesh 1212, and by telephone at (88) (02) 5566-2000 during regular hours. If you are a U.S. citizen in need of urgent assistance, the emergency number for the U.S. Embassy is (88) (02) 5566-2000; for after-hours emergency services, please press "0" and ask for the duty officer. You may be asked to explain your emergency; this is to better direct your call.

American Citizens Services
U.S. Embassy
Dhaka, Bangladesh